

October 9, 2009

TO: Lakeland Community College Community

FROM: Morris W. Beverage, Jr., President

SUBJECT: Emergency Closing Information for 2009-2010

The following guidelines will be in effect if an emergency requires the closing of the Lakeland main campus in Kirtland and/or the off-sites at Lakeland East, Lakeland West or Lakeland at Victoria Place and/or Mooreland.

1. Information on closings will be available on the Lakeland Emergency Closing Hotline at (440) 525-7242 and on the Web at www.lakelandcc.edu/closings.
2. Authorized closing information will be reported to television and radio stations. The list of authorized television and radio stations is printed on the back of this advisory. Any information regarding the Lakeland main campus and/or off-sites broadcast on any other radio or television station is unauthorized and might be inaccurate. The college assumes no responsibility for college closing information on any station not listed on the advisory.
3. The announcement that the Lakeland main campus and/or Lakeland Off-sites is closed means that all classes and activities are canceled at the site(s) identified. This includes all special events, college offices, and non-credit Continuing Education classes.
4. If an emergency occurs during the school day necessitating the closing of the Lakeland main campus and/or off-sites for the remainder of the day and the evening, an appropriate announcement will be reported to the authorized stations and Emergency Closing Hotline at the earliest possible time.
5. **Faculty, please share this information with your students and post a copy of the bulletin printed on the back of this memo in your classrooms and in your offices for reference by students, staff and faculty.** If you have questions, please contact Campus Police at (440) 525-7248.